



ENVIRONMENTAL & REGULATORY SERVICES DIVISION  
PECFA BUREAU  
P. O. Box 8044  
Madison, Wisconsin 53708-8044  
TDD #: (608) 264-8777  
<http://www.commerce.state.wi.us>  
<http://www.wisconsin.gov>

**Jim Doyle, Governor**  
**Cory L. Nettles, Secretary**

## Wisconsin Department of Commerce Bureau of PECFA

### Bid Document

#### SECTION 1 - Scope of Work:

The Bureau of PECFA is seeking competitive bids to perform remedial action services on a petroleum release from a regulated petroleum product storage tank system. This bid is through a specified work scope. The site upon which bids are being solicited is:

**Bid Round Number:** 30  
**Comm Number:** 53566-9803-34-A  
**BRRTS Number:** 03-23-000763  
**Site Name:** Inserta-Kard Station  
**Site Address:** N3105 Aebly Rd Monroe WI

**Project Manager:** Jim Kralick  
**Project Manager address:** 2514 Morse St Janesville WI 53545  
**Project Manager phone:** 608-743-4841  
**Project Manager e-mail address** [james.kralick@dnr.state.wi.us](mailto:james.kralick@dnr.state.wi.us)

<b>Bid Announcement Date</b>	<b>2/16/04</b>
<b>Questions or requests for information must be submitted in writing and received by:</b>	<b>3/1/04 4:00 PM</b>
<b>Responses to the questions will be posted (and if requested, sent in writing) by:</b>	<b>3/19/04</b>
<b>Bid End Date and Time:</b>	<b>4/2/04 by Noon</b>

The case file including report(s) and other pertinent information upon which bids are being sought, and the qualified bid response, when determined, are available for inspection at:

**Department of Natural Resources, 2514 Morse St, Janesville WI**

Please contact the project manager listed above for an appointment.

Copies of report(s) and other pertinent information may be available for purchase at the location listed below. If pertinent information is not available, please contact the project manager.

**Kinkos-Madison, 654 W Washington Ave, Madison WI 53703**

**Phone: 608-255-6367**

**Fax: 608-255-8661**

## **SECTION 2 – Site-Specific Bid Specification Requirements:**

### **A) Project Manager Comments**

#### **1) General Comments:**

The site is a former retail petroleum station, with three former USTs (10,000 gallons each) that contained leaded and unleaded gasoline and diesel fuel. In April 1991, a product dispenser line associated with the UST system was found to be leaking. A site investigation was begun in 1991. The USTs were removed some time in 1992.

The stratigraphy across the investigated area consists of sediments ranging from silty clay to sandy silt to a depth of approximately 12 to 15 feet below ground surface (bgs). Unconsolidated sediments are underlain by limestone bedrock down to ~90 feet bgs. At ~90 feet bgs the limestone bedrock reportedly changes to dolomite bedrock, which extends to ~180 feet bgs. At ~180 feet bgs, the dolomite bedrock changes to sandstone bedrock.

In August 1997, approximately 1,535 tons of contaminated soil was excavated down to the bedrock surface. Minimal to no soil contamination appears to have been left in place. The static water table is present beneath the site at between 36 and 42 feet bgs in the fractured limestone bedrock. Monitoring wells MW-1R, MW-2, MW-3, MW-4, MW-5 are all installed within the limestone bedrock unit and screened within the interval between 37 and 50 feet bgs. Piezometers MW-4P and MW-5P are installed in the lower limestone bedrock unit and are screened at ~80 to 85 feet bgs. Piezometer MW-6-DL is installed within the dolomite bedrock unit and is screened at ~120 to 125 bgs. Piezometer MW-6-SS is installed within the sandstone bedrock and is screened from ~185 to 190 feet bgs. The extent of groundwater contamination at the water table has, for the most part, been defined, although groundwater contaminant concentrations are rising in down gradient well MW-5.

The extent of groundwater impacts has not been defined in the lower limestone aquifer, as indicated by impacts to piezometers MW-4P and MW-5P. Piezometer MW-6-DL, in the dolomite aquifer, has not yet been impacted with petroleum contamination; however, piezometer MW-6-SS, in the sandstone aquifer, has been significantly impacted, requiring further definition of the extent of groundwater contamination at that depth. Groundwater generally flows to the southwest across the site. Minor amounts of free product continue to present in well MW-1R.

Please note that claim preparation costs will not be a part of the cost cap established by this bid. These costs (\$500 maximum per claim submittal) are still eligible for PECFA reimbursement and Commerce encourages timely claim submittals at appropriate milestones. Therefore, bidding consultants should not include claim preparation costs in their bid responses.

2) The following Environmental Factor(s) were identified in the Site Investigation Report for this site:

- ☒ Documented expansion of the plume margin.
- ☐ Verified contaminant concentrations in a private or public potable well that exceeds the preventive action limit established under ch. 160, Stats..
- ☒ Contamination within bedrock or within 1 meter of bedrock.
- ☒ Petroleum product that is not in the dissolved phase is present with a thickness of .01 feet or more, and verified by more than one sampling event.
- ☐ Documented contamination discharges to a surface water or wetland.

3) Minimum Remedial Requirements:

1. Install one additional piezometer to help define the extent of groundwater contamination in the deep limestone aquifer (at the MW-4P/MW-5P interval). Air rotary drilling will be required. The newly installed piezometer must be screened at the same mean sea level elevation as wells MW-4P/MW-5P are screened (5-foot well screen), taking into account potential changes in surface elevation at each well location. The new deep limestone piezometer will be labeled as MW-7P. MW-7P shall be installed approximately 75 feet hydrogeologically down gradient (to the southwest) of piezometer MW-5P. The installation documentation for this piezometer shall be included in the first quarterly report, as described in Item #5 below. The bid shall include costs for disposal of all solid and liquid waste generated during the installation of MW-7P. **MW-7P must be installed within 60 calendar days of the date that the contract is signed with the selected consulting firm, or the contract will be terminated.** DNR will respond to any requests for additional information regarding the installation of MW-7P within 14 calendar days of receiving such a request, and any time spent waiting to receive a response from DNR will not be counted toward the 60 calendar day time limit.
2. Install two additional piezometers to help define the extent of groundwater contamination in the sandstone aquifer (at the MW-6-SS interval). Air rotary drilling will be required. Both newly installed piezometers must be screened at the same mean sea level elevation as well MW-6-SS is screened (5-foot well screens), taking into account potential changes in surface elevation at each well location. The new sandstone piezometers will be labeled as MW-8-SS and MW-9-SS. MW-8-SS shall be installed and nested with newly installed piezometer MW-7P, as described in Item #1 above. MW-9-SS shall be installed approximately 100 to 120 feet hydrogeologically down gradient (to the southwest) of piezometer MW-6-SS. The installation documentation for these piezometers shall be included in the first quarterly report, as described in Item #5 below. The bid shall include costs for disposal of all solid and liquid waste generated during the installation of MW-8-SS and MW-9-SS. **MW-8-SS and MW-9-SS must be installed within 60 calendar days of the date that the contract is signed with the selected consulting firm, or the contract will be terminated.** DNR will respond to any requests for

additional information regarding the installation of MW-8-SS and MW-9-SS within 14 calendar days of receiving such a request, and any time spent waiting to receive a response from DNR will not be counted toward the 60 calendar day time limit.

3. All existing and newly installed wells and piezometers shall be surveyed (or re-surveyed) to the national geodetic survey datum, per the requirements of s. NR141.065(2). All existing site features including on-site and off-site buildings, property boundaries, roads, and all nearby potential receptors of contamination (primarily private potable wells) shall also be surveyed in and a revised site plan shall be submitted with all required reports. A map depicting all potential receptors of contamination (potable wells) within a 500-foot radius of the contaminant source area shall be drafted and submitted with the first required quarterly report. Cross-sections incorporating the source area, pertinent site features, and all newly installed monitoring wells and piezometers shall be drafted and submitted with the first required quarterly report.
4. Continue monitoring, passively recovering, and reporting of free product from MW-1R on a quarterly basis. Passive recovery of free product is required during any monitoring events where free product is observed. If free product thickness exceeds 6 inches during any quarterly monitoring event, then monthly monitoring, recovery, and reporting of free product will be required. Passive free product recovery must, at a minimum, include hand bailing and containerizing of free product when present. The bid shall include costs for disposal of the generated free product/water waste. A small volume (less than approximately 20 gallons) is currently being stored on site and will require disposal.
5. Groundwater monitoring shall be conducted on a quarterly basis for 12 months and shall follow the protocol of the following table:

Wells	Sample Quarterly	Sample Semi-annually
MW-1R <sup>*#</sup> , MW-3, MW-4P, MW-5, MW-5P MW-6-SS, MW-7P <sup>**</sup> , MW-8-SS <sup>**</sup> , MW-9-SS <sup>**</sup>	PVOCs+ naphthalene	
MW-4, MW-6-DL		PVOCs

\*existing replacement well

#Do not sample MW-1R if free product is present.

\*\*Newly installed wells MW-7P, MW-8-SS, and MW-9-SS should be sampled for VOCs during the first round of sampling, and PVOCs plus naphthalene after that.

**Quarterly groundwater monitoring must begin within 30 calendar days of the completion of the piezometer installations described in Items #1 and #2 above, or the contract for providing these services shall be terminated.** DNR will respond to any requests for additional information regarding quarterly groundwater monitoring within 14 calendar days of receiving such a request, and any time spent waiting to receive a response from DNR will not be counted toward the 30 calendar day time limit.

The bid shall include costs for disposal of all groundwater monitoring waste generated.

Quarterly reporting of monitoring data shall include tabulated results for groundwater analytical monitoring (including all historical groundwater analytical results for the project), free product monitoring and recovery updates, tabulated groundwater elevation data, determination of vertical hydraulic gradients between the shallow limestone aquifer and the deep sandstone aquifer. Groundwater flow direction shall also be calculated for the shallow limestone aquifer and the deep sandstone aquifer and presented on site plans on a quarterly basis. **Quarterly reports shall be submitted to both WDNR and Commerce within 15 calendar days of receiving laboratory analytical data, or the contract for providing these services shall be terminated.** DNR will respond to any requests for additional information regarding quarterly reporting within 14 calendar days of receiving such a request, and any time spent waiting to receive a response from DNR will not be counted toward the 15 calendar day time limit.

If, based on the results of the work conducted under this bid, closure is available, then attach a cost estimate for the total additional costs to closure as per Comm 47. 338 (including but not limited to closure report, GIS Registry Packet, and well abandonment costs) to the final quarterly report, for review.

## **B) Bidder's Strategy for Remedial Action**

- 1) Identify the remedial strategy for a specified work scope.
- 2) Specifically describe what element of your proposed strategy will address the environmental factors/risk factors listed above. Also describe how, when, and why it will address them.
- 3) Provide a detailed description of the work to be performed. The description shall provide sufficient detail to establish that the proposed strategy will be successful in achieving a specified work scope identified above.
  - a) The detailed description may include, but is not limited to the following:
    - Technologies
    - Estimated years of operation
    - Estimated tons of soil
    - Approximate geometry/depth of excavation
    - Reporting details
    - Estimated years of monitoring
    - Frequency of sampling/number of wells/parameters
- 4) Specifically describe how you will address off-site contamination, if applicable.
- 5) Specifically describe how you will address any direct contact hazards, if applicable.

### **SECTION 3 - Conditions of Bid:**

The successful bidder will be the entity that complies with all provisions of the bid specification and provides the lowest total cost, excluding interest and claim preparation costs, for the site-specific bid specification requirements described in Section 2. PECFA funding under s. 101.143, Stats., will terminate when the responsible agency determines that institutional controls and notices, if utilized, would achieve a closed remedial status. PECFA funding will terminate regardless of whether the responsible party or other properties accept an institutional control and notices as required under §NR 726 Wis. Admin. Code. In preparing the bid, the bidder must assume compliance with all applicable codes, including but not limited to §Comm 46, §Comm 47, and §NR 700 Wis. Admin. Codes.

The successful bidder will be determined based upon conformance to and competitiveness under the bid protocol. The first determination will be whether the bidder has complied with all provisions of the bid. These bids will be considered responsive. From the responsive bids, the lowest total cost bid with an approvable approach to a specified work scope will be determined. Claim preparation costs will not be a part of the cost cap established by this bid. These costs (\$500 maximum per claim submittal) are still eligible for PECFA reimbursement and Commerce encourages timely claim submittals at appropriate milestones. Therefore, bidding consultants should not include claim preparation costs in their bid responses.

The successful bid will be available to be viewed at the location identified in Section 1. If two or more bidders tie in the cost comparison, the bid with the lowest consulting cost will be used as the tiebreaker. All bid documents must be signed and sealed by a Professional Engineer, Professional Geologist, Hydrologist or Soil Scientist licensed by the State of Wisconsin Department of Regulation and Licensing.

The Department reserves the right to reject any and all bids that meet any of the following conditions:

- The Department believes the remedial strategy is not appropriate to a specific geologic setting.
- From the standpoint of program operations or regulatory responsibility, the Department determines it is in the best interest of the program to not accept any or all bids.

Any proposed technology or methods used in the remediation must be allowed for use in the State of Wisconsin and approvable by the Department with jurisdiction (Natural Resources or Commerce).

The name of the successful bidder, bid amount, proposed outcome and supporting documentation will be provided to the site claimant along with instructions to inform the PECFA program in writing of their intent to either:

- Use the lowest identified bidder or
- Use another service provider.

In either case, PECFA reimbursement is capped at the dollar amount of the successful bid.

A successful bid does not mean or guarantee that all costs in a resultant claim are eligible, reasonable, necessary or reimbursable under the PECFA program.

If a bidder fails to comply with a bid provision the bid response will be determined to be non-responsive. If the bid response is responsive, but not the lowest cost service provider with an appropriate approach, it will be determined to be “non-successful.” Non-responsive and non-successful bidders will not be individually informed of their failure to achieve compliance with the bid specifications or to be the lowest bidder.

The successful bidder may be required to provide input to, and attend a meeting with the PECFA program and the claimant to explain the bid and the remedial approach.

Appeals, by bidders, of decisions regarding complying bids or costs are not allowed, as they do not constitute claimant reimbursement decisions under the PECFA program.

In compliance with this invitation to bid and subject to all conditions thereof, the signatory agrees to the following:

- If the signatory's bid is determined to be successful, the signatory must, within 15 days of the Department's notification, contact the claimant and confirm that they will provide the remedial services at the cost described within the Bid Response.
- That for a period of 90 days, starting with the Department's notification to the claimant, the signatory will hold firm their commitment to provide the remedial services and prices set forth in the Bid Response.

Failure to abide with the conditions stated above may result in exclusion from future PECFA Public Bidding events.

Questions, answers and interpretations will be considered an amendment of this solicitation. All answers and interpretations shall be in writing from the Program Manager identified in Section 1 of this solicitation. Neither the program nor the Department shall be legally bound by any amendments or interpretations that are not in writing. Bidders are not to contact other personnel located within the Department of Commerce/Bureau of PECFA concerning the site or the bid solicitation between the Bid Announcement Date and Bid Ending Date. After the date by which questions must be submitted by, identified in Section 1, no further questions will be addressed.

A written response will be provided at: <http://www.commerce.state.wi.us/ER/ER-PECFA-SiteBidding.html> (and mailed to all requesters of the bid package who are not able to access the web site, and who therefore request written correspondence from the program contact).

#### **SECTION 4 - Closure Specifications – If Applicable:**

A bid submitted must provide the total cost, excluding interest but including all closure costs, for the remediation up to approval as a closed remedial action status identified below:

**Unrestricted Closure**  
**Closure with a NR 140 exemption**  
**Closure with GIS Registry\***  
**Closure with deed notice\***  
**Closure with deed restriction\***  
**Closure with NR 720.19 soil standards**

**Performance based NR 720.19 closure**  
**Closure with site-specific conditions**  
**Closure under NR 726.07**  
**Closure under Comm 46/NR 746**  
**Mass reduction**

*\* **Note:** PECFA funding under s. 101.143, Stats., will terminate when the responsible agency determines that institutional controls and notices, if utilized, would achieve a*

*closed remedial status. PECFA funding will terminate regardless of whether the responsible party or other properties accept an institutional controls and notices as required under NR 726. PECFA eligible costs may include all closure costs, up to approval as a closed remedial action (i.e. monitoring well abandonment) that are otherwise eligible for reimbursement.*

If the PECFA maximum award for the site/occurrence is not believed to be adequate to remediate the site/occurrence to a closed or no further remedial action status, that belief must be specifically noted in the bid and the remedial effort that will be achieved by the bid amount. For the purpose of the competitive bid the contaminant mass is determined to be: **Not Applicable**. The basis for specifying the progress shall be contaminant mass reduction and be based upon the mass reduction at the following points on the site:

Not Applicable

If the site is reasonably expected to exceed its cap under the PECFA program, bidders may propose mass reduction, the lowest bidder will be determined on the basis of a cost per mass reduction ratio. If some bidders propose mass reduction and others propose costs to bring the site to a closed remedial action or no further action status, selection will be from those bidders proposing a closed or no further action result.

#### **SECTION 5 - Instructions to Bidders:**

By submission of a bid, bidder agrees that during the period following issuance of this solicitation and prior to notification of successful bidder, bidders shall not discuss the bid or bid process except with the program contact designated in this solicitation. Bidders shall not discuss or attempt to negotiate with the claimant, other potential bidders or program staff any aspects of the bid without prior approval of the Project Manager specified. Infractions will result in rejection of the violator's bid and may also result in disqualification of the individual to provide bids and a formal complaint being lodged with the Department of Regulation and Licensing.

The bid submitted shall address all the site specific bid specification requirements identified in Section 2. The bid shall support in detail the strategy to achieve a specified work scope, or remedial mass reduction goal if applicable. A full remedial action plan is not required as part of the bid submittal. A full remedial action plan may be requested by the program.

If access to the site is necessary for the preparation of a bid, access shall be arranged through the Project Manager. If the Project Manager is not able to arrange site access, this fact will not delay the bid process or negate the comparison and potential selection from among the bids that are submitted. All costs associated with a site visit or preparation of a bid will be the responsibility of the bidder.



The Bid Process must conform to the following:

1. If applicable, the closed remedial or no further action status to be achieved must be stated using the options available from the list provided in Section 4.
2. Indicate in the Bid Response a contaminant mass reduction proposal if the PECFA maximum award is not believed to be adequate to remediate the site/occurrence.
3. The Bid Response shall address all the site specific bid specification requirements identified in Section 2 and shall support in sufficient detail and succinctly the remedial strategy.
4. The total cost (in dollars) to accomplish the stated remedial goal, including all fees, reporting cost, pre and post closure costs and costs for establishing restrictions or institutional controls but, excluding claim preparation costs, interest, and investigation costs.
5. The costs specified in #4 shall separately identify consulting (non-commodity) costs.
6. The submittal must include an original and two (2) copies of the Bid Response documents signed and sealed by a Professional Engineer, Professional Geologist, Hydrologist or Soil Scientist licensed by the State of Wisconsin. Include the appropriate registration number of the professional license.
7. Bids can not be "faxed" directly to the program. Documents received by fax will not be accepted or considered.
8. Bids, amendments thereto or withdrawal requests must be received by the time advertised for bid opening. It is the bidder's sole responsibility to insure that these documents are received by the contact at the time indicated in this solicitation document.
9. All specifications or descriptive papers provided with the bid submission must include the bidder's telephone number and Commerce number thereon. Identify the name of the consulting firm on the 1<sup>st</sup> Page of the Bid Response.
10. The Commerce Number must be on the outside of the envelope in which the bid is submitted. The Department assumes no responsibility for unmarked or improperly marked envelopes. All envelopes received showing a bid number will be placed directly under locked security until the date and time of opening. Include only one Bid Response (an original and two (2) copies) per envelope.
11. Correction of errors on the bid form: All prices and notations shall be printed in ink, typewritten or computer printed. Errors shall be crossed out, corrections entered and initialed by the person signing the bid. Erasures or use of correction fluid will be cause for rejection. No bid shall be altered or amended after the time specified for the bid end date.
12. Bidders are not to contact other personnel located within the Department of Commerce/Bureau of PECFA concerning the site or the bid solicitation between the Bid Announcement Date and Bid Ending Date.
13. Any proposed technology or methods used in the remediation must be allowed for use in the State of Wisconsin and approvable by the Department with jurisdiction (Natural Resources or Commerce).

14. From the standpoint of program operations or regulatory responsibility, the Department determines it is in the best interest of the program to not accept any or all bids.
15. If bidders consider the bid response to be proprietary information and exempt from disclosure, each part of the Bid Response must clearly marked *CONFIDENTIAL*. If any part is designated as confidential, there must be attached to that part an explanation of how the information is proprietary. The Department reserves the right to determine whether this information should be exempt from disclosure and no legal action may be brought against the State, Department or its agents for its determination in this regard.
16. The Bid Response must be appropriate to the site geologic setting.
17. Ambiguous bids, which are uncertain as to cost, time or compliance with this solicitation, will be rejected.
18. The Department reserves the right to reject any and all bids, and/or to cancel this solicitation at any time.
19. Each bidder shall fully acquaint itself with conditions relating to the scope and restrictions attending the execution of the work under the conditions of this solicitation. The failure or omission of a bidder to acquaint themselves with existing documented conditions shall in no way relieve any obligation with respect to this bid.
20. All amendments to and interpretations of this solicitation shall be in writing from the Project Manager. Neither the Department nor the program shall be legally bound by any amendment or interpretation that is not in writing.
21. This solicitation is intended to promote competition. If the language, specifications, terms and conditions, or any combination thereof restricts or limits the requirements in this solicitation to a single source, it shall be the responsibility of the interested bidders to notify the program in writing so as to be received five days prior to the opening date. The solicitation may or may not be changed but a review of such notification will be made prior to award.

**BID RESPONSE**  
**(1<sup>st</sup> Page)**

Department of Commerce PECFA Program

**SITE NAME:** Inserta-Kard Station  
**COMMERCE NUMBER:** 53566-9803-34  
**BRRTS NUMBER:** 03-23-000763

Submit Bid To Cathy Voges  
Department of Commerce PECFA Program  
201 W Washington Ave, Madison WI 53703-2790 or  
P.O. Box 8044, Madison WI 53708-8044

Bidder Company: \_\_\_\_\_  
Bidder Address: \_\_\_\_\_  
\_\_\_\_\_

Telephone ( ) - \_\_\_\_\_  
Number:  
Fax Number: ( ) - \_\_\_\_\_  
e-mail Address: \_\_\_\_\_

Bidder: (check one that applies):

_____ Professional Engineer	_____ License #
_____ Professional Geologist	_____ License #
_____ Hydrologist	_____ License #
_____ Soil Scientist	_____ License #

Seal

Signature: \_\_\_\_\_

I certify that I have the authority to commit my organization or firm to the performance of the bid I have submitted.

Print Name: \_\_\_\_\_

Title: \_\_\_\_\_

Total Bid Cost \$ \_\_\_\_\_

Total Consulting Cost (subpart of Total Bid) \$ \_\_\_\_\_

Personal information you provide may be used for secondary purposes [Privacy Law, s. 15.04(1)(m)].

BID RESPONSE

(2<sup>nd</sup> Page)

Department of Commerce PECFA Program

<b>SITE NAME:</b>	<b>Inserta-Kard Station</b>
<b>COMMERCE NUMBER:</b>	<b>53566-9803-34</b>
<b>BRRTS NUMBER:</b>	<b>03-23-000763</b>

Consulting Firm phone number (    ) \_\_\_\_-\_\_\_\_

This response must address all of the site-specific specifications identified in Section 2, and shall support in detail the remedial strategy. Attach additional pages if necessary. *The Commerce Number and Consulting Firm telephone number must be included on all additional pages.*